



FIRST THINGS FIRST

Ready for School. Set for Life.

01-17-2013 CCHS Attachment 10

AGENDA ITEM: RFGA Review Team

BACKGROUND: For the past 4 years the Cochise Regional Council has approved 5 committee members to review potential RFGA's. The 5 committee members consist of 2 Council Members (without a conflict) and 3 community members (with some degree of knowledge of the subject matter). The minimum requirements for a RFGA review committee is 3 members. The Council stated in the past there should be more community members for impartial decisions.

RECOMMENDATION: The Regional Director recommends approval of 5 committee members for the RFGA Review Team – 2 Council Members and 3 Community Members.



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Review Committee/RFGA Proposal
Cochise Regional Partnership Council
INTRODUCTION
<p>RFGA Review Committee Process</p> <p>Assemble a team of experienced/knowledgeable individuals who are active in community efforts, grant writing/reviewing and outreach within Cochise County. Each team would need to consist of 3-5 volunteer individuals with the time to be oriented and score the RFGA proposals related to the mission/goals of FTF in accordance with State law A.R.S. § 38-502 and 41-2705.</p>
TASK(S)
<p>Assemble Team(s)</p> <ul style="list-style-type: none">• Send Melissa names/contact information of potential reviewers;• Select Council Members to participate within the team(s);• Select the number of review committees (i.e. goal areas);• When/Where can the review committee meet?
ACTIVITY/PROCESS
<p>What To Think About:</p> <ul style="list-style-type: none">▪ Who would be a good Reviewer Potential Conflict of interest (Confidentiality & Conflict);▪ Who has the experience/expertise in the area;▪ Who has the time available (1-4 days);▪ What qualification (or any) does the reviewer need? <p>Responsibility/Accountability:</p> <ul style="list-style-type: none">▪ Adheres to rules – upholds the code of ethics;▪ Legal requirement – A.R.S. § 38-502 and 41-2705;▪ Experience with rating/scoring rubric system;▪ Report recommendations to the council with time clarifications built into the timeline. <p>Each Team(s):</p> <ul style="list-style-type: none">▪ Must work together collaboratively;▪ Must unanimously agree (or highest score) on the proposal, and a final recommendation;▪ Each team member must pull their own weight in the review process. <p>Final:</p> <ul style="list-style-type: none">▪ Recommendations to the Council;▪ The Council may opt to discuss proposals in an executive session;▪ The Council can accept, modify or deny recommendations by the review team(s).